



## DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

National Institutes of Health  
Freedom of Information Office  
Building 31, Room 5B-35  
31 Center Drive, MSC 2107  
Bethesda, Maryland 20892-2107  
phone: (301) 496-5633  
fax: (301) 402-4541

Via Email: [67347-00669088@requests.muckrock.com](mailto:67347-00669088@requests.muckrock.com)

February 21, 2019

Paul Gottinger  
MuckRock  
DEPT MR 67347  
411A Highland Ave  
Somerville, MA 02144-2516

Re: FOI Case No. 50309

Dear Mr. Gottinger:

This acknowledges your January 12, 2019 Freedom of Information Act (FOIA) request addressed to FOIA Office, National Institutes of Health (NIH), which was received in this office on January 14, 2019. You requested a copy of records documenting the number of employees of the National Institute of Health who were terminated/retired, or left the NIH for any reason, for years 2015, 2016, 2017, 2018, as well as a copy of records documenting the number of new employees hired to work for the National Institute of Health in the years 2015, 2016, 2017, 2018. (Date Range for Record Search: From 1/1/2015 to 12/31/2018).

We are searching the files of the Office of the Director (OD) for records responsive to your request. If any documents responsive to your request are located, they will be reviewed for releasability, and all releasable information will be sent to you. We will do everything possible to comply with your request in a timely manner. Please feel free to contact me at [NIHFOIA@od.nih.gov](mailto:NIHFOIA@od.nih.gov) for additional information or to inquire about the status of your request.

Provisions of the FOIA allow us to recover part of the cost of complying with your request. We shall charge you for records in accordance with the Department of Health and Human Services (HHS) FOIA Regulations as they apply to new media requesters; i.e., you will be charged for duplication at 10 cents per page although the first 100 pages are free; there is no charge for search or review time. If there are any fees associated with processing this request, you will be sent an invoice with our final response. Because we are uncertain that any applicable fees will exceed our minimum charge (\$25.00), we are not addressing your request for a fee waiver at this time. However, if we determine there will be fees associated with processing your request, we will contact you at that time.

At any time during the processing of your request, you may seek assistance from the NIH FOIA Public Liaison:

NIH FOIA Public Liaison

Stephanie Clipper  
Public Affairs Specialist  
Office of Communications and Public Liaison  
Building 31, Room 5B35  
31 Center Drive  
Bethesda, MD 20892  
301-496-1828 (phone)  
301-496-0017 (fax)  
[nihfoia@mail.nih.gov](mailto:nihfoia@mail.nih.gov) (email)

Sincerely,



Roger Bordine  
Freedom of Information Office, NIH